



Active Transportation Advisory Committee

MINUTES

A meeting of the Active Transportation Advisory Committee (ATAC) was held on Wednesday, June 12, 2024, at 7:00 p.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: David Daglish – Chair Presiding, Councillor Jo-Dee Burbach, Councillor Harjinder Nijjar, John Lewis, Pat Ranney – Cycle Stratford Representative

Staff Present: Nick Sheldon – Project Manager, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

Regrets: Inspector Jason Clarke – Stratford Police Services

1. Call to Order

The Chair called the meeting to order at 7:07 p.m.

Reading of the Land Acknowledgement and Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

2. Declarations of Pecuniary Interest and The General Nature Thereof

None declared.

3. Adoption of Previous Minutes

Motion by Councillor Nijjar

Seconded by John Lewis

THAT the minutes from the Active Transportation Advisory Committee meeting dated April 24, 2024 be adopted as printed. Carried

4. Update from Council Committee Coordinator

Vicky Trotter, Council Committee Coordinator addressed the Committee and thanked everyone for all the work they do as members of the Active Transportation Advisory Committee. Members continue to do great work and make a difference in their community and the City is appreciative that they volunteer their time.

Ms. Trotter informed members that moving forward, in her new role as the Council Committee Coordinator, twice per year she will be sending a report to Council updating them on what all the Advisory Committees are working on. The City will also be doing spotlights on Advisory Committee's, which will be posted on social media and will be an opportunity to highlight what ATAC is working on so the community knows all the great projects they are doing, such as Bike Month events and new signage.

5. Business Arising from Previous Minutes

5.1 Bike Month Event

Vicky Trotter, Council Committee Coordinator provided the following updates on the rescheduled Bike Event for Sunday, June 23, 2024:

- all items can be picked up at the Clerk's Office – bubble machine/bubbles, chalk, snacks, drinks, signs, ballots/ballot box, three prize baskets;
- David Daglish will bring a folding table to use for the prize table, if anyone has an extra one that would be helpful;
- Darren Fisher and one Park Patrol Officer will be available to attend;
- Pat Ranney will inform Cycle Stratford of the new date;
- David Daglish will pick up the bike valet and items at the Clerk's Office;
- The Corporate Communications Specialist posted the rescheduled date as an Event online;
- Councillor Burbach will repost the digital poster with the new date and send it to the other ATAC members;

5.2 Update on New Bike Racks

No new updates.

5.3 3-Sided Trail Signage

ATAC members were previously provided with a proof of the 3-sided trail sign to be placed in Upper Queens Park near the Bridge to Nowhere. Vicky Trotter has received a quote for \$3,636.34 to manufacture the sign. The Committee has a \$4,000.00 budget line in their 2024 budget for this project. The only outstanding

items with regard to the sign is to will work with I.T. to have the QR code added that will bring people to the City of Stratford website and a page with additional information such as maps. Avon Trail members created the content for the sign and Ms. Trotter worked with them to ensure the sign met accessibility standards. Both parties have signed off on the final design and Ms. Trotter will reconfirm all details with Avon Trail representative, Felicity Sutcliffe, prior to placing the order. Ms. Trotter estimates that the sign will be ready closer to September.

Motion by Pat Ranney

Seconded by Councillor Burbach

THAT the Active Transportation Advisory Committee spends a total amount of \$3,636.34 from their 2024 Budget to purchase a 3-sided trail sign to be located in Upper Queens Park near the Bridge to Nowhere. Carried

Pat Ranney inquired about the update on the Avon Trail blazing project. Vicky Trotter stated that Felicity Sutcliffe has contact Avon Trail members to discuss the next step. The Active Transportation Advisory Committee has previously supported the project, and now the next step will be for the Avon Trail representatives to take their proposal to Council to request posting signage throughout the City.

6. New Business

6.1 Installation of a Contraflow Bike Lane on Hibernia Street

John Lewis inquired about the City trying an experimental contraflow lane on Hibernia Street between John Street and Mornington Street.

Nick Sheldon, Project Manager, explained that Hibernia Street is identified in the Transportation Master Plan as a priority project. Hibernia Street from O'Loane to John Street is two-way and from John Street to Mornington Street is one-way. It is not identified in the 2024 Budget; however, it is forthcoming. A bike boulevard is identified, as well as a contraflow bike lane. There will be challenges with the width of the street and on-street parking in certain areas that will need to be addressed. Traffic calming measures and new signage will also have to be investigated.

Motion by John Lewis

Seconded by Pat Ranney

THAT the Active Transportation Advisory Committee recommends that Stratford City Council include in the 2025 Budget a contra-flow bike lane on Hibernia Street where it is one-way (from John Street to

Mornington Street) and a bike boulevard where Hibernia Street is two-way (from O’Loane Avenue to John Street). Carried

6.2 Cycle Stratford – Festival Route Proposal

Pat Ranney inquired if Cycle Stratford could arrange for a presentation to ATAC regarding signage for a Festival bicycle route prior to the 2025 Committee budget considerations and what would the timeline be. Vicky Trotter explained that representatives from Cycle Stratford can request to be a delegation at an upcoming ATAC meeting and provide a copy of their presentation/supporting documents prior to the meeting to include with the meeting agenda package. ATAC is required to have their budget submission to the Finance Department prior to September 13, 2024. Depending on if Cycle Stratford is looking for a recommendation of support for their project or if they are looking for funding from ATAC, they would have to take into consideration the budget submission deadline.

6.3 2024 ATAC Budget Review & Update

Vicky Trotter provided the following update on the approximate amounts remaining in ATAC’s 2024 budget:

- \$250.00 - report card budget line
- \$100.00 - Bike month
- \$500.00 – School travel planning (Ms. Trotter has asked Public Works to use this entire amount on the stenciling near the schools)
- \$3,000.00 – Bike racks
- \$350.00 – Wayfinding
- \$880.00 – Conferences

6.4 West Gore Street and St. Vincent Street Intersection Concerns and Solutions

Inspector Clarke previously provided an e-mail to members regarding safety concerns at the West Gore Street and St. Vincent Street intersection and if ATAC members had any recommendations for solutions. There have been several recent collisions and a possible four-ways stop is under consideration.

Members discussed their concern with the volume of traffic in this area, as well as the speed vehicles are travelling at. Members agree that a four-way stop or an urban roundabout (small traffic circle) would be beneficial at this intersection. Councillor Burbach noted that it is very difficult and unsafe for pedestrians to try and cross at the intersection.

Motion by Pat Ranney

Seconded by John Lewis

THAT the Active Transportation Advisory Committee recommends to Stratford City Council that the safety concerns regarding the West Gore Street and St. Vincent Street intersection warrant a traffic study to determine if a four-way stop would be justified. Carried

6.5 Pedestrian Crossing Signals and Traffic Lights

John Lewis inquired why the crossing signal that indicates pedestrians can cross is not synchronized with the changing of the traffic lights and why the crossing signals do not change with the lights unless the button is pushed. Nick Sheldon explained that if the pedestrian crossing button is not pushed, then it may be on a sensor to allow traffic to continue to flow. Councillor Burbach agreed, she had previously asked staff in Engineering for clarification on this and was told that it was timed, so if the button is pushed for a pedestrian to cross it will actually stay green longer to allow them time to cross.

7. Date of Next Meeting

The next ATAC meeting is scheduled for Wednesday, September 25, 2024 at 7:00 p.m. at the Stratford Rotary Complex in the Mansbridge Room.

8. Adjournment

Motion by Councillor Burbach

Seconded by Councillor Nijjar

THAT the June 12, 2024 ATAC meeting adjourn. Carried

Start Time: 7:07 P.M.

End Time: 8:11 P.M.